

Town of Underhill
Development Review Board Minutes
August 31, 2015

Board Members Present:

Charles Van Winkle
Will Towle
Matt Chapek
Mark Hamelin
Penny Miller
Mark Greene

Others Present:

James Durbrow
Melissa Lawson

Staff Present:

Rachel Fifield, Planning & Zoning Administrator

6:30 PM- 8/31/2015 DRB Meeting

- Chair Van Winkle called the meeting to order at 6:30 PM.
- Van Winkle opened the meeting to public comment. There were no public comments.

6:30 PM- (VT523) Durbrow, Conditional Use Review- Home Industry

At 6:35pm Chair Van Winkle opened the hearing and entered the Information Packet as provided by staff.

Applicant James Durbrow and business owner Melissa Lawson, current address-523 Vermont Route 15, Underhill provided an overview of the request. He described the food truck, including hours/seasonality, the conditions of the catering license, and the decibel level of the on-site generator. Together, they answered questions about shielding from the road, trash containment and the fact that the truck will not be there all the time. They were firm that they did not plan to do any on-site events, and mentioned that they were currently not ready to expand to picnic tables or portable toilets. Board member Will Towle pointed out that it would be easiest to conceptually authorize those two things beforehand so the business has room to grow.

At 7:04 PM Chair Van Winkle asked for a motion to close the evidentiary portion of the hearing. Board member Will Towle made a motion; Matt Chapek seconded it. The motion passed unanimously.

At 7:07 PM Board member Mark Greene made a motion to deliberate in Closed Session. Mark Hamelin seconded it. The motion passed unanimously.

At 8:40 PM the DRB came out of Deliberative session. Mark Hamelin moved to grant the conditional use, with the conditions discussed in session. Matt Chapek seconded it. The motion passed unanimously.

At 8:43 Matt Chapek moved to approve the minutes from the previous month's meeting. Mark Hamelin seconded it, and the board agreed unanimously. It was noted that a printed copy of the finalized minutes was not available, and that the Planning and Zoning administrator would send them to Chair Van Winkle to sign electronically.

At 8:50 PM, Chair Van Winkle made a motion to adjourn. It was seconded by Board Member Penny Miller.

Submitted by:
Rachel Fifield, Planning and Zoning Administrator

These minutes of the 8/31/2015 meeting of the DRB were accepted

This _____ day of _____, 2015.

Charles Van Winkle, Chairperson

These minutes are subject to correction by the Underhill Development Review Board. Changes, if any, will be recorded in the minutes of the meeting of the DRB.